

Guidelines for abstract submission

In order to get your abstract selected for presentation at a SEEFORT meeting it should convey information that blinded scorers can use to identify good quality research. It must also fit within stated parameters for length and layout and abstracts not complying with these simple instructions will be rejected.

The abstract submission system is self-explanatory and requires that a number of mandatory fields are completed, which makes it very difficult to submit in an incorrect format. You may wish to consider writing your abstract in appropriate sections before beginning your submission, but do not worry – it is easy to draft and change your abstract online before finally submitting.

Abstracts should be in English, and the following structure is mandatory:

ABSTRACT (up to 300 words)

TITLE

Name and Surname

Institution, City, Country

INTRODUCTION

MATERIALS AND METHODS

RESULTS

DISCUSSION

KEY WORDS (up to 5)

Abstracts submitted as Free Papers

Background–Why is your study needed? What do we know already and what gaps are there in our knowledge?

Objectives –What is the research question your study aims to answer?

Design and Methods –Outline how the study was conducted.

Results –Briefly summarise the findings, quoting supporting data.

Conclusion –Briefly discuss your results and tell the scorers what your study adds – only base conclusions on your own findings.

Abstracts submitted as E-poster

Following template is preferred:

Title and authors

Introduction

Material and methods

Results

Discussion

Take home message

Number of slides: from six, up to ten.

Diagrams, tables and pictures should not appear in abstracts, only text.

Abstract Review

Reviewers can only score on the information contained in the abstract. It must be an honest representation of work you have completed with no estimates or projections based on data available at the time of submission. The final presentation must reflect the data contained in the abstract and any manipulation after submission will be considered fraudulent.

Good Luck with your submission!